

MICHIGAN AERONAUTICS COMMISSION

Minutes of Meeting
Lansing, Michigan
November 9, 2016

Pursuant to Section 31 of Act 327 of the Public Acts of 1945, the Commissioners of the Michigan Aeronautics Commission, created by said act, met at the Aeronautics Building, 2700 Port Lansing Road, Lansing, Michigan on Wednesday, November 9, 2016.

Members Present

Russ Kavalhuna, Chairman
J. David VanderVeen, Vice Chairman
Pete Kamarainen, Commissioner
Roger Salo, Commissioner
Laura Mester, Designee – MDOT
Capt. Joe Gasper, Designee – MSP
Maj. Gen. Len Isabelle, Designee – MDMVA
Kevin Jacobs, Designee – MDNR
Dave Brickey, Legal Counsel
Mike Trout, Director

Members Absent

Rick Fiddler, Commissioner

Staff Present

Carol Aldrich
Dave Baker
Judy Baker
Neal Barncard
Paul Bruder
Bryan Budds
Michele Duncan
Tom Ferrigan
Jennifer Forbes
Leanne Hengesbach
Elyse Lower
Pauline Misjak
Mark Noel
Ralph Sims
Linn Smith
Mary Kay Trierweiler

Also Present

Michael Frezell, MDOT, Office of Communications
Michael Holdwick, C&S Companies
Mark Johnson, Livingston Co.-Spencer J. Hardy Airport
Bob Leisenring, Mead & Hunt, Inc.
John Mayfield, Federal Aviation Administration
Clint Nemeth, QoE Consulting
Keith Newell, Roscommon Co.-Blodgett Memorial Airport
Karl Randall, Oakland County International Airport
David Reid, Kalamazoo/Battle Creek Int'l. Airport
John Strehl, Antrim County Airport
Stephanie Swann, Federal Aviation Administration
Jon Vrabel, Capital Region Airport Authority



I. OPENING REMARKS

The November 9, 2016 Michigan Aeronautics Commission (Commission) Meeting was called to order by Chairman Russ Kavalhuna at 10:00 a.m.

Chairman Kavalhuna welcomed all those present. He asked everyone to rise, and the Pledge of Allegiance was cited.

Roll call was taken. Commissioner Rick Fiddler was absent.

II. COMMISSION BUSINESS

- A. Chairman Kavalhuna asked if there were any revisions to the minutes of the meeting held on September 14, 2016. There were none. He entertained a motion and support to approve the minutes. The motion was moved by Commissioner Roger Salo and supported by Commissioner Pete Kamarainen to approve the minutes as presented. **All voted in favor.**
- B. The proposed Michigan Aeronautics Commission 2017 meeting schedule was reviewed and discussed by the Commission. The meetings scheduled for the months of January, March, July, and November will be held in the Aeronautics Auditorium in Lansing, with January being a joint meeting with the State Transportation Commission. The meeting scheduled for May is proposed to be off site. All options will be considered, and a location will be determined at a later date. The meeting scheduled for September will be held in conjunction with the Michigan Association of Airport Executives Fall Conference in Escanaba, Michigan.

Chairman Kavalhuna asked if there were any revisions to the schedule. Hearing none, he entertained a motion and support to approve the schedule as presented. The motion was moved by Commissioner Salo and supported by Commissioner Len Isabelle to approve the meeting schedule for 2017. **All voted in favor.**

- C. Chairman Kavalhuna asked Dave Baker to present the airport sponsor contracts. Mr. Baker proceeded to explain each contract.

- 1. Alpena County Regional Airport, Alpena
- 2. Fitch H. Beach Municipal, Charlotte
- 3. Detroit Metro Wayne County, Detroit
- 4. Harbor Springs Municipal Airport, Harbor Springs
- 5. Oakland/Southwest Airport, New Hudson
- 6. Oscoda – Wurtsmith Airport, Oscoda
- 7. Oscoda – Wurtsmith Airport, Oscoda
- 8. Owosso Community Airport, Owosso
- 9. Oakland County International Airport, Pontiac
- 10. Statewide-Local MDEQ Services



Supplemental Transfer Requiring Action

11. Mason Jewett Field, Mason

Chairman Kavalhuna asked if there were any further comments or questions. Hearing none, he entertained a motion and support to approve item Nos. 1 – 11. The motion was moved by Commissioner Isabelle and supported by Commissioner Salo to approve the airport sponsor contracts. **All voted in favor.**

Due to a potential conflict of interest, Vice Chairman Dave VanderVeen abstained from voting on items No. 5, Oakland/Southwest Airport, New Hudson and No. 9, Oakland County International Airport, Pontiac.

A complete list of contract descriptions can be viewed on the Michigan Aeronautics Commission web page under “Meetings” and then “Commission Contract Approvals” at www.michigan.gov/aero.

Mr. Baker presented one supplemental transfer and explained the process: Cherry Capital Airport, Traverse City. **No Commission action was required.**

Chairman Kavalhuna thanked Mr. Baker for his report.

- D. Chairman Kavalhuna asked Bryan Budds to present the following contract renewals/extensions for Fiscal Year 2017.

Automated Weather Observation Systems

1. Huron County Memorial Airport, Bad Axe
2. Roben - Hood Airport, Big Rapids
3. Wexford County Airport, Cadillac
4. Hillsdale Municipal Airport, Hillsdale
5. Livingston County - Spencer J. Hardy Airport, Howell
6. Ionia County Airport, Ionia
7. Toledo Suburban Airport, Lambertville
8. Mackinac Island Airport, Mackinac Island
9. Schoolcraft County Airport, Manistique
10. Mason Jewett Field, Mason
11. Monroe Custer Airport, Monroe
12. Mt. Pleasant Municipal Airport, Mt. Pleasant
13. Luce County Airport, Newberry
14. Oscoda - Wurtsmith Airport, Oscoda
15. Kirsch Municipal Airport, Sturgis

Weather Briefing Systems

16. Ann Arbor Municipal Airport, Ann Arbor
17. Delta County Airport, Escanaba
18. Gaylord Regional Airport, Gaylord
19. Houghton County Memorial Airport, Hancock



20. West Michigan Regional Airport, Holland
21. Jackson County - Reynolds Field, Jackson
22. Pellston Regional Airport of Emmet County, Pellston
23. Chippewa County International Airport, Sault Ste. Marie

Mr. Budds provided information regarding the contracts explaining that with the installation of each Automated Weather Observation System (AWOS), the Office of Aeronautics (Aero) establishes a contract with the sponsor to set the responsibilities of each party for the shared maintenance and operation of the AWOS, a Data Collection System, and a Weather Briefing System. These maintenance contracts have a limited time period so as each contract is about to expire, either a new contract is drafted to renew the maintenance responsibilities or a time extension is invoked.

Since 1992, Aero has had a program of providing access to current weather briefing information for pilots at airports around the state. Access to this information is through a weather briefing services contract. This information is now through web access only, as the contracted vendor (WSI, Inc.) discontinued all satellite services during Fiscal Year 2016. Most often, this service is arranged at the same time as the installation of an AWOS, and the responsibilities are spelled out in a combined contract. However, there are several airports that either have a federal weather system that Aero does not maintain or have no weather system at all, but are included in the Michigan Department of Transportation (MDOT) contract with WSI, Inc. In either case, the program sets up weather briefing services only for pilot access. A contract is established with each of these sponsors to cover the responsibilities for access to the service and associated costs.

Chairman Kavalhuna asked if there were any further comments or questions. Hearing none, he entertained a motion and support to approve item Nos. 1 – 23. The motion was moved by Vice Chairman VanderVeen and supported by Commissioner Salo to approve the contract renewals and extensions for Fiscal Year 2017. **All voted in favor.**

Chairman Kavalhuna thanked Mr. Budds for his report.

- E. Chairman Kavalhuna asked Linn Smith to present the Sanilac County Airport Zoning Ordinance, Airport Approach Plans.

Section 12 of the Airport Zoning Act, Michigan Public Act 23 of 1950, provides that the Michigan Aeronautics Commission shall formulate, adopt, and revise (when necessary) an airport approach plan for each publicly owned airport in the state. This plan determines the extent of the airport hazard area and defines what height of structures and land uses may be airport hazards.

Mr. Smith presented and explained airport approach plans adopted under Section 12 of the Airport Zoning Act are to be used to develop airport zoning ordinances by local municipalities. Sanilac County has requested to initiate the process of adopting an airport zoning ordinance under Section 13 of the Airport Zoning Act. The Airport Zoning Act



provides that an airport zoning ordinance shall be based upon a commission approved airport approach plan that includes height and land use protections. Aero staff has worked with the airport sponsor to develop an airport approach plan for Sandusky City Airport, in addition to an airport approach plan for the Marlette Township Airport that includes only the area of land within Sanilac County.

Chairman Kavalhuna asked if there were any further comments or questions. Hearing none, he entertained a motion and support to approve the airport approach plans for Sanilac County as presented. The motion was moved by Commissioner Kamarainen and supported by Commissioner Kevin Jacobs to approve the plans. **All voted in favor.**

Chairman Kavalhuna thanked Mr. Smith for his report.

- F. Chairman Kavalhuna asked Director Mike Trout to present the Michigan Association of Airport Executives Fiscal Year 2017 Training Contract.

Director Trout welcomed everyone. He presented information and reported on the Michigan Association of Airport Executives (MAAE) 2017 Training Contract. The contract will provide a grant for the conduct of workshops, training programs, seminars, and conferences. These events are intended to support the education and training of airport managers and staff throughout Michigan. In addition, the grant will help support student scholarships for those pursuing an aviation-related education. State funding will enhance the existing scholarship program available through MAAE, promote internships at airports, and help launch a new Fly Michigan Passport Program. This award results in an investment of \$30,000 from MDOT and \$5,250 from MAAE, for a total of \$35,250.

This contract will be effective from the date of award through September 30, 2017, which will include supporting MAAE's 2017 annual winter and fall conferences.

Funding Breakdown	MDOT Funding	MAAE Contribution	Total
Workshops, Training Programs, Seminars and Conferences	\$20,500	\$ 500	\$21,000
Grants/Scholarships	\$ 3,000	\$2,250	\$ 5,250
Airport Internship Program	\$ 5,000	\$1,000	\$ 6,000
Fly Michigan Passport Program	\$ 1,500	\$1,500	\$ 3,000
Total	\$30,000	\$5,250	\$35,250

Chairman Kavalhuna asked if there were any further comments or questions on the MAAE proposed 2017 training contract. Hearing none, he entertained a motion and support to approve the contract as presented. The motion was moved by Vice Chairman VanderVeen and supported by Commissioner Kamarainen. **All voted in favor.**



III. REPORTS

A. MAC Director Report

Director Trout provided updates on the following:

- Request for Proposals (RFP)
 - Aero staff has developed the RFP and scope of services. The RFP is related to the existing boilerplate language (Sec. 803 of Act 268 of 2016) directing MDOT to solicit bids for a third party to manage MDOT's aircraft. The RFP was forwarded to the Department of Technology Management and Budget late October for further processing. The issuance date is proposed for December 1, 2016. Proposals will be reviewed in January.
- State Aeronautics Fund Cash Balance
 - Aero continues to experience a negative cash balance. Staff continues to work on solving the problem that will work for everyone. More to come.
- Airport Operations and Maintenance Conference
 - Great Lakes Chapter of American Association of Airport Executives hosted the conference in October, which Aero staff attended. Topics related to safety and standards, pavement condition, Federal Aviation Administration (FAA) funding, Unmanned Aerial System (UAS) rules, airfield best practices, safety management systems, winter operations, pilot shortage, inspection tips, and more.
- Great Lakes State Aviation Directors Meeting
 - The meeting was held at FAA's region office, where all eight directors of the various states in the Great Lakes Region attended. There were good discussions and sharing among states on a variety of topics, such as UAS, safety programs (runway safety), navigation programs, including the VOR Minimum Operational Network (which is being implemented over the next three or four years), and much more.
- National Plan of Integrated Airport Systems (NPIAS)
 - The 2017-2021 NPIAS report was submitted to Congress on September 30, 2016. The report identifies the airports included in the national airport system, role they serve, and amounts and types of airport development eligible for federal funding over the next five years. The report identifies 3,340 public-use airports and an approximate need for development of about \$32.5 billion. The report can be viewed at:
www.faa.gov/airports/planning_capacity/npias/reports/
- Michigan Senate Bill 992 – UAS Act
 - The bill passed the Senate and was referred to the House Communications and Technology Committee. The bill would not prohibit municipalities from



enacting ordinances governing the use of UAVs and would not preempt federal regulations. It would authorize the use of commercial and recreational UAVs, if registered with FAA. It would prohibit flying a UAV, if it interferes with public safety personnel, is used to harass people, invades another person's privacy, and if the pilot is a registered sex offender. MDOT supports this bill.

➤ Michigan Aviation System Plan (MASP)

- Airport economic data for the MASP update has been collected over the past couple of months. The process is moving forward, and a draft report is expected in early 2017. It will be great to have an updated aviation system plan and important to be able to do a statewide look at what the impact of aviation is to Michigan.

➤ Aviation Fuel Safety Seminar

- Avflight Lansing, Avfuel Corporation, and Aero have partnered for many years to host an aviation fuel safety seminar to train certificated airport fuel personnel and transport delivery drivers in the proper receipt, handling, and dispensing of Avgas and jet fuel. A seminar was held in October in Aero's auditorium, which 83 people attended.

Statistics

Director Trout reported on the following:

- Fuel Excise Tax Revenue (3¢) FY to Date (Oct. – Sept.)
 - 2015 = \$6,878,486
 - 2016 = \$5,361,962 (3.9% decrease from five-year average)
- Fuel Sales Tax Revenue (2%) 1st Quarter
 - \$1,838,233 Total
 - \$643,381/\$1,194,852 (SAF 35%/QAF 65%)
- Tall Structure Permits
 - 2015 = 2,568 (460 wind turbines) Total
 - 2016 = 3,402 (395 wind turbines) Year to Date
- State Aircraft Flight Hours – FY to Date (Oct. – Sept.)
 - 2015 = 1,124.8
 - 2016 = 940.9 (16.3% decrease)
- Registered Aircraft Renewals
 - 2015 = 5,830 Total
 - 2016 = 5,752 Year to Date
- Aero Fund Cash Balance
 - As of 11/3/16 = (\$3.1 million)

Recognition

Director Trout recognized and congratulated the following folks:

- Michele Duncan, Aircraft Registrar, Programming Section – 30 Years of Service
- Tom Ferrigan, Maintenance Supervisor, Programming Section – 40 Years of Service



- Paul Bruder, new aircraft mechanic, Transport and Safety Section
- Kevin Jacobs, new certified airport manager, Commissioner

He also recognized and congratulated Brigitte Pricco and Jennifer Forbes for their commitment in organizing fund raisers for the State Employees Combined Campaign and Michigan Harvest Gathering.

Coming Soon

- Operation Good Cheer – December 2-3, throughout Michigan
www.cfsm.org/spirit-of-good-cheer
- International Aviation Art Contest – January 20, deadline
- MAC/STC Joint Meeting – January 26, Lansing
- Michigan Airport Conference – February 22-23, East Lansing

Chairman Kavalhuna thanked Director Trout for his report.

Director Trout's report can be viewed in full on the Michigan Aeronautics Commission web page under "Director's Reports to MAC" at www.michigan.gov/aero.

- B. Chairman Kavalhuna asked Commissioner Kamarainen to give his report on the General Aviation (GA) Advisory Committee.

Commissioner Kamarainen stated that the GA Advisory Committee met on October 19, 2016. The main discussion was education and outreach, how to introduce young people to aerospace, encourage them to visit airports, and learn to fly. One of the ideas discussed was Aviation Explorer Posts, which is part of Boy Scouts of America. It is a program open to young people (ages 14 to 20) that introduces different aspects of aviation, providing career pathways.

Commissioner Kamarainen updated the Commission on the progression of the Michigan Aviation Passport Program. Aero staff is working to secure partnership with MAAE and outside sponsors for program support.

During the committee meeting, the Michigan State Police Aviation Unit presented the department's UAS operation and discussed the process of properly operating the system within the national airport system.

Commissioner Kamarainen reported that over 130 aircraft landed on North Fox Island, and a lot of people are enjoying the island.

Approval was received from the Recreation Aviation Foundation to continue with plans on Two Hearted River (a previously closed airport in Michigan's eastern Upper Peninsula) to reopen and expand its runway. Plans are underway to move forward on this project.

Chairman Kavalhuna thanked Commissioner Kamarainen for his report.

- C. Chairman Kavalhuna asked Vice Chairman VanderVeen to give his report on the Commercial Air Service (CAS) Advisory Committee.

Vice Chairman VanderVeen began his report by stating that the CAS Advisory Committee has been working on updating guidelines for the Michigan Air Service Program for future air service grants. The proposed air service guidelines were posted for public comments. Feedback was received and implemented.

The eligibility criteria is limited only to Part 139 airports, with a tiered matching system in an effort to maximize grant effectiveness. The program includes the 18 commercial air service airports in Michigan, and will consider funding for airport-specific projects across four categories listed below in priority order:

- Aircraft Rescue and Firefighting
- Airport Awareness
- Capital Improvement and Equipment
- Carrier Recruitment and Retention

Chairman Kavalhuna asked if there were any further comments or questions. Hearing none, he entertained a motion and support to adopt the Michigan Air Service Program Guidelines. A motion was moved by Vice Chairman VanderVeen and supported by Commissioner Salo. **All voted in favor.**

Chairman Kavalhuna thanked Vice Chairman VanderVeen for his report.

The Michigan Air Service Program Guidelines can be viewed on the Michigan Aeronautics website at www.michigan.gov/aero under “Michigan Airports” in the subcategory “Air Service.”

- D. Chairman Kavalhuna asked Commissioner Salo to give his report on the Safety Advisory Committee.

Commissioner Salo began his report by stating that the Safety Advisory Committee met on October 19, 2016. Aero staff, representatives from the University of Michigan – Survival Flight, Metro Aviation, Inc., and Michigan State Police Aviation Unit were in attendance.

Attendees received a briefing on the current difficulty for MDOT airport inspectors to appropriately apply hospital heliport licensing criteria, particularly language dealing with “suitable” approaches. The committee asked to hear from industry representatives on what their general operating principles were, as it relates to “suitable” approaches.

Representatives from several emergency medical transport helicopter pilots indicated that an 8:1 approach may not be necessary for safe operations to and from hospital heliports. Industry representatives also expressed interest in MDOT playing a more active role in enforcing existing safety standards at hospital heliports.

The committee decided to further investigate FAA's rules and regulations on hospital heliports, look into recent Transport Canada regulatory changes that have negatively impacted heliport licensing in Canada, and increase MDOT interaction with the Michigan Air Ambulance Association meeting in November to obtain additional industry input.

Commissioner Salo stated that the committee's goal is to adjust the helicopter approach and departure standards to have consistency for safety purposes for the flying public.

Chairman Kavalhuna thanked Commissioner Salo for his report.

IV. COMMISSION COMMENTS

Chairman Kavalhuna congratulated Commissioner Isabelle for his promotion to Major General with the Michigan Air National Guard.

Chairman Kavalhuna addressed the airport managers in reference to proposed policy ideas regarding the State Aeronautics Fund cash balance. He assured everyone that their concerns are being heard and will continue to be included in future discussions. Chairman Kavalhuna stated that he appreciates their feedback and patience in working towards a solution.

Chairman Kavalhuna stated that on December 6, 2016, 6:00 p.m., Bernhard Center, Room 208, Western Michigan University, Kalamazoo, the Aviation Student Council will be sponsoring Commissioner Rick Fiddler, as he presents the first person account from the 1983 Amway helicopter crash and the rescue that soon followed. The public is welcome.

Chairman Kavalhuna stated that in March 2016, during the joint meeting with the State Transportation Commission, several individuals made public comments about a pending federal lawsuit between a plaintiff's group of disabled citizens and the Detroit Metro Wayne County Airport. Chairman Kavalhuna provided an update by sharing that the airport responded to the lawsuit and asked that the suit be dismissed. The judge granted the airport's motion, which had the effect of saying that plaintiff's claims about being inappropriately denied access to the airport were not founded. The judge dismissed the lawsuit with prejudice, which means the plaintiff cannot come back and make the same claims.

V. PUBLIC COMMENTS

Chairman Kavalhuna asked if anyone would like to make a public comment.

There were no public comments.

CLOSING

The next meeting will be a joint meeting with the State Transportation Commission scheduled for Thursday January 26, 2017, at the Aeronautics Building in Lansing. The joint meeting will begin at 9:00 a.m., and the Michigan Aeronautics Commission meeting will begin at 10:00 a.m. or immediately following.

The meeting was adjourned at 11:00 a.m.

(signed, original in file)
Russell A. Kavalhuna, Chairman

(signed, original in file)
Michael G. Trout, Director

Dated: January 26, 2017

